



STAFF REPORT

RESOLUTION APPROVING AWARD OF CONTRACT TO GARAVAGLIA ARCHITECTURE, INC. FOR ARCHITECTURAL AND ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$123,900, AND APPROVING A CONSTRUCTION CONTINGENCY IN AN AMOUNT NOT TO EXCEED 12,400 FOR THE EMMETT HOUSE PROJECT, CITY CONTRACT NUMBER 478

Honorable Chair and Board Members:

Summary

In November 2004, City Council gave staff direction to convert the Emmett House into two residential units. The Redevelopment Agency Board gave staff previous direction to relocate the Emmett House structure from its current location near the southwest corner of Ralston Avenue and El Camino Real to the northwest corner of Sixth Avenue and O'Neill Avenue.

Staff proposes to retain the services of Garavaglia Architecture, Inc. to prepare the necessary plans and specifications for the relocation of the Emmett House, the improvements needed to convert the structure into two dwelling units, and the landscaping plans. Site plans, floor plans, elevations, cross sections and the landscaping plans are required for the project to go through the planning and City Council entitlement process.

Background

The Board has reviewed and considered several issues associated with developing the Emmett House for affordable housing. The following provides the salient history of the project:

In 1994, the Agency purchased the vacant lot at the northwest corner of Sixth Avenue and O'Neill Avenue. The purchase was funded entirely with RDA Housing funds. Therefore the site is limited to development to 100% affordable housing. Flood control improvement was undertaken on the site in 1999 using Housing Funds.

In 1996, the Agency purchased the Emmett House and site near the southwest corner of Ralston Avenue and El Camino Real using a mix of Housing and General Redevelopment Funds. Again, the use of Housing funds for the purchase of the structure obligates development of the Emmett House for affordable housing.

In February 2002, the Agency directed staff to prepare a plan for relocating the Emmett House to the lot at Sixth and O'Neill Avenues. The plan was to include development of affordable units with the house, reconstruction of the exterior porch and windows, and undertaking other site improvements necessary to meet the Building and Zoning codes.

In November 2002, the Agency authorized a contract with Garavaglia Architects to develop plans and an estimate for relocation and remodel of the Emmett House, based on Board Direction provided in May of the same year.

In 2003, staff obtained a construction estimate, a survey and a soils and geology report for the relocation and remodel project, and request for proposals for the relocation, reconstruction, and management of the Emmett House was also prepared and circulated, which no. No satisfactory bids were obtained.

In 2004, the Board authorized the preparation of a pro-forma analysis of the Emmett House relocation and remodel project.

In November 2004, the Board gave confirmed previous direction to staff to relocate the Emmett House to Sixth and O'Neill Avenues and eliminate one of the three proposed units so that the house would consist of two residential dwelling units.

Discussion

The responsibility of the overall Emmett House project was divided into two segments in January 2006. The responsibility of the entitlement process was assigned to the Community Development Department. The responsibility of the roadway vacation, the physical relocation of the Emmett House, and the reconstruction of the house into two residential units with landscaping were assigned to the Public Works Department.

Public Works reviewed the previous turn key approach of using one team to be responsible for all aspects of entitlements, preparation of plans and specifications for the relocating of the Emmett House, the physical relocation and reconstruction of the Emmett House, and the management of the residential property after the project was completed was too complex and reduced the ability to receive competitive bids for each aspect of the project.

Public Works determined the most cost effective approach would be to separate the various components:

1. A qualified architect with subconsultants would need to be retained to prepare all the necessary design and construction documents and specifications.

2. The Agency goes out to bid for the physical relocation of the Emmett House from its existing site to Sixth and O'Neill Avenues. The house moving company is responsible for the construction of the new foundation per the architect and engineers plans.
3. The Agency goes out to bid for a contractor(s) to complete the conversion of the two residential units and build the exterior porch to all current Building and Zoning Codes and to install the landscaping, curb, gutters and sidewalk.

Public Works has reviewed all of the previous work that has been completed by Garavaglia Architecture and determined that they would be able to provide the architectural and engineering services in the most cost effective manner.

General Plan/Vision Statement

No impact.

Fiscal Impact

The cost for architectural, engineering and landscaping work for this project is \$123,900 with a contingency of \$12,400 for a total of \$136,300. The funds are available in Account Number 822-4633-9519.

Public Contact

There have been numerous public meetings on this project of which a number of the meetings are outlined in the report.

Recommendation

Staff recommends the RDA approve the award of contract to Garavaglia Architecture, Inc. for architectural and engineering services for the relocation and rehabilitation of the Emmett House in an amount not to exceed \$123,900 and approving a construction contingency in an amount not to exceed \$12,400, Emmett House Project, City Contract Number 478.

Alternatives

1. Take no action
2. Refer back to staff for additional information
3. Deny approval

Attachments

A. Resolution

Respectfully submitted,

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Interim Executive Director

Staff Contact:

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REDEVELOPMENT AGENCY RESOLUTION NO. _____

**RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BELMONT
APPROVING AWARD OF CONTRACT TO GARAVAGLIA ARCHITECTURE, INC.
FOR ARCHITECTURAL AND ENGINEERING SERVICES IN AN AMOUNT NOT TO
EXCEED \$123,900, AND APPROVING A CONSTRUCTION CONTINGENCY IN AN
AMOUNT NOT TO EXCEED 12,400 FOR THE EMMETT OUSE PROJECT,
CITY CONTRACT NUMBER 478**

WHEREAS, In 1994, the Agency purchased the vacant lot at the northwest corner of Sixth Avenue and O'Neill; and,

WHEREAS, in 1996, the Agency purchased the Emmett House and site near the southwest corner of Ralston Avenue and El Camino Real; and,

WHEREAS, in February 2002, the Agency directed staff to prepare a plan for relocating the Emmett House to the lot at Sixth and O'Neill Avenues; and,

WHEREAS, in November 2002, the Agency authorized a contract with Garavaglia Architectural, Inc. to develop plans and an estimate for relocation and remodel; and,

WHEREAS, in 2003, staff obtained a construction estimate a survey and a soils and geology report for the relocation and remodel, where request for proposals were sent and no satisfactory bids were obtained; and,

WHEREAS, in 2004, the Board authorized the preparation of a pro-forma analysis; and,

WHEREAS, in November 2004, the Board gave direction to staff to relocate the Emmett House to Sixth and O'Neill Avenues; and,

WHEREAS, in January 2006, responsibility of the overall Emmett House project was divided into two segments, the entitlement process was assigned to the Community Development Department, and the roadway vacation, physical relocation, and the reconstruction of the house into two residential units with landscaping were assigned to the Public Works Department; and,

WHEREAS, a qualified architect with subconsultants would need to be retained to prepare all the necessary design and construction documents and specifications; and,

WHEREAS, Public Works has reviewed all of the previous work that has been completed by Garavaglia Architecture and determined that they would be able to provide the architectural and engineering services in the most cost effective manner; and,

WHEREAS, the cost for architectural, engineering and landscaping work for this project is \$123,900 with a contingency of \$12,400 for a total of \$136,300, with funding available from Account Number 822-4633-9519.

NOW, THEREFORE, BE IT RESOLVED that the Redevelopment Agency of the City of Belmont approve the award of contract to Garavaglia Architecture, Inc. for architectural and engineering services for the relocation and rehabilitation of the Emmett House in an amount not to exceed \$123,900 and approving a construction contingency in an amount not to exceed \$12,400, Emmett House Project City Contract Number 478.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a regular meeting thereof held on September 12, 2006 by the following vote:

AYES, DIRECTORS: _____

NOES, DIRECTORS: _____

ABSTAIN, DIRECTORS: _____

ABSENT, DIRECTORS: _____

Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency